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25X1A9a TO : Mr. [REDACTED]

DATE: 7 June 1949

FROM : Chief, Transportation Division

SUBJECT: Monthly Report of Transportation Division Activities - May 1949

The following report covering activities of the Transportation Division during the month of May is submitted pursuant to your request.

1. Truck Operations

The following truck operations were performed during the month:

6 trips to New York, N. Y.
1 trip to Richmond, Va.
217 local hauls in and around Washington

2. Que Building Motor Pool Operation

1381 - Total trips made
65.7 - Average number trips per day
9977 - Total miles operated
475 - Average miles per day
7.2 - Average miles per trip
10 - Average number of cars in pool per day
39.7 - Average time per trip

Comparison of total trips, total miles operated and average miles operated per day for past three months.

	<u>TOTAL MILES</u>	<u>TOTAL TRIPS</u>	<u>AVERAGE MILES PER DAY</u>
March	10282	1330	446.9
April	9651	1214	459.5
May	9977	1381	475.0

During the month the shuttle service between CIA Buildings and the Pentagon carried a total of 7199 passengers, an average of 342.8 per day.

3. Following is a report of the activities of the [REDACTED]
Garage:

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Repair Jobs	-	13
*Labor	-	\$87.00
Parts	-	85.26

Repair Jobs performed outside	-	None
Maintenance Work	-	88
*Labor	-	\$521.50
Parts	-	163.89

*Work performed by Mechanics

Maintenance Work (Performed by Mechanic's Helpers)

Cars Washed	-	130
Cars Lubricated	-	39
Other Service Jobs	-	47
		<u>216</u>


The total value of labor performed by the mechanics (two) in the garage during the month was \$648.50 compared with their total salary of \$630.20 indicating a saving of \$18.30. The value of labor performed by the Mechanic's Helpers (two) was \$430.00 compared with salaries of \$391.66, indicating a saving of \$38.34 or an overall saving of \$56.64 for the month.

4. Forty-two (42) passenger cars operated a total of 31,891 miles during the month while thirty-three (33) trucks operated a total of 12,550 miles.

5. Volume of work and flow of personnel through the Shipping Section for the month was as follows:

Rail Reservations	-	24
Airline Reservations	-	66
Hotel Reservations	-	4
Fare Quotations	-	104
Persons Processed Overseas	-	6
Domestic Travelers	-	34
Transportation Requests	-	108

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